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Report For Week Ending 1 July 1958
From
Records Center

During the week the following accessions were made:

OCR	132 Cu. Ft.
OSI	6 " "
OTR	2 " "
Sub-Total:	140 Cu. Ft.
Finished Intelligence	44 " "
Total:	184 Cu. Ft.

Map Negatives	1,177 Cu. Ft.
Records Holdings	24,744 " "
Distribution Material Holdings	10,995 " "
Total:	36,916 Cu. Ft.

Distribution Material Disposed of at Center	15 Cu. Ft.
Distribution Material Transferred from Center	21 " "
Records Disposed of at Center	67 " "
Records Transferred from Center	2 " "
Total:	105 Cu. Ft.

Accessioning

✓ A total of 79 assembled boxes were furnished to various offices during the week.

Reference

During the week 685 items were furnished to the IAC Community or Foreign Governments.

Disposal

A trip was made by four Records Center personnel to the [REDACTED] 25X1A13a to dispose of 252 cubic feet of material. This figure combined with 180 cubic feet [REDACTED] at [REDACTED] brings the total to 432 cubic feet [REDACTED] during 25X1A13a the week. This brought the accumulation of disposable records in the disposal area down to 216 cubic feet.

Projects

100 cubic feet of Finance Registry Records were checked, put in order and reboxed.

News

The Center was visited by Mr. [REDACTED] of Office of Personnel. They were interested in reviewing approximately 25 cubic feet of personnel records relative to a project on the JOT Program.

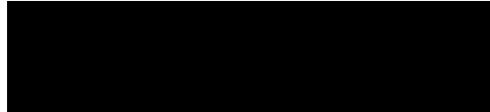
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News - Continued

It is still uncertain as to what time the Records Center can begin to occupy the new addition to the building.

25X1A9a


Chief, Records Center

Attachment

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